



State of Oklahoma
Office of Management and Enterprise Services

HCM 14-06

DATE: June 30, 2014
TO: All Appointing Authorities
FROM: Lucinda Meltabarger, HCM Administrator
SUBJECT: House Bill 3293: Pay Bands and Performance Evaluations

Greetings to all! In our ongoing efforts to provide information and offer guidance to state agencies concerning Human Resources issues, this communication addresses House Bill 3293, introduced during the 2014 legislative session and signed into law by Governor Fallin on June 3, 2014. For your convenience, following is a link to that enrolled legislation:

<https://www.sos.ok.gov/documents/legislation/54th/2014/2R/HB/3293.pdf>

Performance Management Process (PMP)

House Bill 3293 states that the Office of Management and Enterprise Services shall study and establish a performance evaluation system that shall be used by all executive branch agencies for completing employee performance evaluations and making salary and performance-based pay decisions. The PMP system will remain in place as the provided system for agencies to use until it is replaced with a different system. Please continue to complete PMPs on state employees. Some of the language regarding system requirements has been stricken, but OMES has retained the authority to promulgate rules on this section of law. The current Merit Rules will remain in effect, and OMES will not change the rules, until a new system is in place.

Any questions, thoughts, or comments regarding this portion of the memorandum may be directed to Natasha Riley at (405) 521-6361 or Natasha.Riley@omes.ok.gov.

Adjustment to Classified Pay Bands and Minimum Pay Rates for State Employees

House Bill 3293 also states that the Office of Management and Enterprise Services shall develop a compensation schedule for all career (classified) and executive service (unclassified) positions within the executive branch pursuant to the recommendations of the 2013 State Employee Total Remuneration Study (this excludes the institutions under the administrative authority of the Oklahoma State Regents for Higher Education).

It also states that the Office of Management and Enterprise Services may develop market-based occupational compensation structures. The compensation structures established (pursuant to this section) for all career and executive service positions shall be initially established and published by

January 1, 2015, and thereafter shall be reviewed for revision annually. The provisions of this section are not subject to the provisions of Article I of the Administrative Procedures Act.

Effective July 1, 2014, the Office of Management and Enterprise Services will move the midpoint and maximum rates of the classified pay structure by 10%. However, in an effort to preclude an undue economic hardship on the agencies, the minimum rates of pay will not move on this date.

This action was taken to insure that our classified pay bands are competitive with the market and to provide sufficient opportunity for salary growth in classified jobs.

The revised pay bands are shown below. (A table showing annual, monthly, bi-weekly, and hourly rates will be available on the HCM website.)

Note: This will not affect your options to utilize pay movement mechanisms (market, equity, pay-for-performance, etc.) as spelled out in Subchapter 7 of the Merit Rules.

During the remainder of the year, HCM will be working to establish specific occupational based salary structures as well as salary ranges that the unclassified service may utilize.

Any questions, thoughts, or comments regarding this memorandum may be directed to Ron Wilson at (405) 522-0422 or Ron.Wilson@omes.ok.gov, or to Jake Smith at (405) 521-6327 or Jacob.Smith@omes.ok.gov.

Pay Band	Minimum	Midpoint	Maximum
A*	\$19,790	\$20,745.23	\$25,931.54
B*	\$19,790	\$21,018.28	\$26,272.85
C*	\$19,790	\$22,236.26	\$27,795.32
D*	\$19,790	\$23,972.01	\$29,965.02
E*	\$19,790	\$26,370.58	\$32,963.22
F*	\$19,790	\$29,007.07	\$36,258.83
G	\$21,756	\$31,908.68	\$39,885.85
H	\$23,931	\$35,099.21	\$43,874.01
I	\$26,502	\$38,869.83	\$48,587.29
J	\$29,136	\$42,733.36	\$53,416.70
K	\$31,848	\$46,710.19	\$58,387.74
L	\$35,032	\$51,380.42	\$64,225.52
M	\$38,885	\$57,030.69	\$71,288.36
N	\$43,163	\$63,305.24	\$79,131.55
O	\$48,342	\$70,900.87	\$88,626.09
P	\$54,627	\$80,118.96	\$100,148.70
Q	\$61,728	\$90,534.63	\$113,168.29
R	\$69,753	\$102,304.24	\$127,880.29

*Consistent with 74 O.S. 840-2.16, minimum wage is tied to the Federal Poverty Guidelines for a three-person household established by the United States Department of Health and Human Services, and will increase to \$19,790 per year.